

Sanitized - Approved For Release : CIA-RDP61-00910A000100060014-9

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Office Memorandum • UNITED STATES GOVERNMENT

TO : Acting Executive

FROM : AD/OCD

SUBJECT: Records Management Program

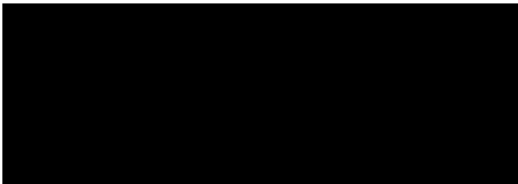
DATE: 13 September 1950

*File
Rn*

1. The several Offices and Staffs are dragging their feet a bit on the records management program. This is understandable, as no researcher or operator ever regards such a program as of much consequence.

2. I am charged by the DCI with "operational supervision" of the program, and therefore have sent out memos to the various Offices and Staffs. Copies herewith.

3. As I am not specifically charged with responsibility for pushing the thing to completion, believe that Executive or DCI himself should issue any coercive memos to the other AD's and Staff Chiefs which you may feel the occasion demands.

 25X1A9a

Attachments

Management Offices

Please work on more expeditious action when undue delay is indicated.

*10-15
15 Sept*

*22 Sept -
OCD advised memo
produced desired results.
Rn*

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